

UNIVERSITY OF CALIFORNIA, LOS ANGELES (UCLA)

Director of Sports Medicine

The University of California, Los Angeles (UCLA) is accepting applications for the position of Director of Sports Medicine. Under the general direction of the Senior Associate Director of Athletics, manage, on a day-to-day basis, the Sports Medicine program for both the men's and women's programs. Focus the efforts of the athletic training personnel on the performance and rehabilitation of athletes and the prevention of injury. Institute new procedures and methodologies into practice in the Sports Medicine program. Monitor medical expenditures and record keeping. Coordinate the services of team physicians and consultants. Facilitate flow of information between physicians and consultants with Head Coaches. Develop and enhance the technical expertise of existing staff, and identify highly trained new staff as the need requires. Ensure that UCLA student athletes receive the best care possible in all aspects of their athletic training, and when injured, treatment and rehabilitation. Must possess ability to adhere to and comply with Department, University, NCAA and PAC-12 rules and regulations.

All applicants should demonstrate the following abilities: Ability to manage and direct the Intercollegiate Sports Medicine program in all respects, including hiring, supervision, evaluation, training, and disciplining of career, part-time, intern and student staff; Ability to manage \$2 million budget, including formulating annual budget and annual budget revisions, determining spending amounts within area of the budget, planning capital purchases based on new technology and planned replacement, daily monitoring of spending through purchase order control and ordering and inventory through staff; Ability to develop with staff individual continuing education plans and through staff formulate in-house monthly continuing education; Ability to design and implement a research element into the athletic training program in conjunction with team physicians; Ability to provide a high quality of technical expertise as a certified athletic trainer in prescribing and administering treatment to athletes; Ability to manage a complex unit in a university environment; Demonstrated ability to supervise professional athletic training staff, physical therapists, nutritionist, massage therapists, and insurance coordinator; Demonstrated skills in budget and fiscal analysis; Ability to write clear and concise business correspondence and reports; Ability to analyze organizations and existing systems and procedures and implement improvements and efficiencies while maintaining staff morale; Knowledge of current DIA medical contracts and community insurance plans; Ability to operate therapeutic and exercise equipment; Working knowledge of and basic skill in therapeutic techniques and functional progression programs; Ability to maintain accurate and concise evaluation and treatment records; Working knowledge of injury management skills such as joint mobilization and soft tissue techniques; Ability to communicate with professional staff, administrators, physicians, students, parents, and the consumer/patient/athlete; Certified Athletic Trainer with the National Trainers Association; Knowledge of University policies and procedures; Knowledge of Pacific-12 Conference and NCAA rules and regulations preferred; Willingness to work a "flex" schedule, including nights and weekends as required by professional responsibilities; Demonstrated ability to adhere to and comply with NCAA, PAC-12 and University rules and regulations. Continued employment is contingent upon completion of satisfactory background investigation.

Expressions of interest are encouraged by February 29, 2012. All applicants must submit their cover letter, resume, references and salary history via the following website link:

<https://hr.mycareer.ucla.edu/applicants/jsp/shared/frameset/frameset.jsp?time=1328287468435>.

Search by requisition #16980. UCLA is an Affirmative Action/Equal Opportunity Employer.